

Arrowhead Estates Homeowners' Association, Inc.

Board of Directors Meeting

Held Tuesday, November 27, 2018 following the annual meeting

At the Clermont Baptist Church, 16115 Old Hwy 50, Clermont, FL 34711

Meeting Minutes

Directors Present: Judy Hilliard, Jo Ann Hughes, Lynn Patrick, David Springer, Bridget Murphy, Erick Rodriguez

Directors Absent: Gemma Waldon

Association Manager: Richard Eckelberry, LCAM, Vista Community Association Management

1) Call to Order

Judy Hilliard called the meeting to order at 6:51pm.

2) Establishment of Quorum

A quorum of the board was established with six members present. Gemma Waldon was absent.

3) Proof of Notice

The meeting notice was posted on the meeting sign at the entrances to the community on November 24, 2018, and also noted on Facebook.

4) Approval of Previous Meeting Minutes – October 27, 2018

Motion was made by Eric Rodriguez and seconded by David Springer to approve the October 27, 2018 meeting minutes.

Call to Vote: All board members present voted unanimously to approve. Motion Carried.

5) Appointment of Officers

Motion was made by Lynn Patrick and seconded by Jo Ann Hughes to appoint Judy Hilliard as President. Call to Vote:

All board members present voted unanimously to approve. Motion Carried.

Motion was made by Bridget Murphy and seconded by Eric Rodriguez to appoint David Springer as Vice-President. Call

to Vote: All board members present voted unanimously to approve. Motion Carried.

Motion was made by David Springer and seconded by Eric Rodriguez to appoint Lynn Patrick as Secretary. Call to Vote:

All board members present voted unanimously to approve. Motion Carried.

Motion was made by Eric Rodriguez and seconded by David Springer to appoint Jo Ann Hughes as Treasurer. Call to

Vote: All board members present voted unanimously to approve. Motion Carried.

6) 2019 Budget

Motion was made by Bridget Murphy and seconded by Eric Rodriguez to approve the 2019 budget as presented. The

annual assessment will be \$620 or \$155.00 in 4 installments due in February, March, April, and May. Call to Vote: All

board members present voted unanimously to approve. Motion Carried.

7) Financial Report

Richard Eckelberry summarized the financials.

Motion was made by Lynn Patrick and seconded by Bridget Murphy to approve the October Financials. Call to Vote: All

board members present voted unanimously to approve. Motion Carried.

8) **Managers' Report**

The board of directors received the managers' report. Richard Eckelberry reported that the trees at the pool had been trimmed by EnviroTree.

9) **Inspections Report**

Richard Eckelberry reported that he had not done the inspections for the month of November yet due to the Thanksgiving holiday, and will be conducting the next inspection on November 28th.

10) **ARB Committee Report**

There were 2 approved applications: 16030 Arrowhead Trail for painting and gutters. 14625 Wishing Wind Way for a new roof.

11) **Old Business**

a. Main Entrance – Jasmine, sod, Japanese Blueberry Tree

Top Notch could not quote for 1 Japanese Blueberry tree, sod, and 50 jasmine for \$500 as requested by the board. A quote was provided by Top Notch for \$850.

Motion was made by Jo Ann Hughes and seconded by Eric Rodriguez to accept the quote from Top Notch to install 1 Japanese Blueberry tree, the sod, and 50 jasmine for \$850. If all 50 jasmine plants are not needed, cost to be reduced by number of jasmine not used. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

b. Other Old Business

Judy Hilliard reported that the Christmas event will be held on December 9th.

Judy Hilliard thanks David Springer for posted the signs for the community yard sale, and for Jo Ann Hughes posting in the newspaper.

The board had discussion regarding fire ant around the pool and playground. Fire Ant control is covered under the contract with Top Notch. Richard Eckelberry will get with Top Notch to take care of the fire ants, as well as weed issue in the planting beds at the entrance.

12) **New Business**

a. Pest control – pool house

Quotes were received from Herman Pest Control, Massey, Florida Pest Control, and Whitaker Exterminating for pest control for the pool house.

Motion was made by David Springer and seconded by Bridget Murphy to accept the quote from Whitaker Exterminator Company for pest service for the pool house for \$80 a quarter. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

b. Other New Business

Judy Hilliard reported that there is a new owner in October who will need a welcome package given to them.

Judy Hilliard reported that Christmas decorations will be put up on Saturday December 1st.

The board had discussion regarding getting gifts for committee volunteers.

Motion was made by Bridget Murphy and seconded by David Springer to get gifts for the non-board committee volunteers, not to exceed \$25 per person. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Judy Hilliard stated that information for the next newsletter needs to be received by January 11th. Newsletter will be uploaded to the website by January 18th.

Judy Hilliard reported that the FDOT will not be doing the sound barrier wall.

13) **Open Session**

There was no further discussion.

14) **Adjournment**

Motion to adjourn was made by Lynn Patrick and seconded by Bridget Murphy at 7:55 pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

15) **Next Meeting**

Next meeting will be the on Tuesday, January 22, 2019 at 6:30 p.m. at Clermont Baptist Church.